



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY  
UNIT 29351  
APO AE 09014-9351

OCT 12 2004

S: 22 Oct 2004

AEAGF-C


MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: FY05 Civilian Strength Management Plan

1. Reference, AR 570-4, Manpower Management, dated 15 May 2000.
2. Reference above requires MACOMs to establish manpower utilization analysis and evaluation programs. The civilian Strength Management Plan (SMP) is intended to forecast monthly on-board strength and ensure resourced manning levels are not exceeded. The SMP is an integral part of USAREUR's civilian manpower planning, programming, budgeting and execution process. It is also a key component of USAREUR's annual report to HQDA's Civilian Execution Plan.
3. Strength reports are measured against resourced work years distributed in the FY05 Funding Letter Guidance. Issues that cause you to exceed your allocated strength levels must be addressed in Section 3 of the SMP.
4. Enclosed is guidance and detailed instructions on how to complete the SMP for FY05. To assist in the preparation of your SMP, the Allocation and Employment Planning Branch website at <http://www.odcsrm.hqusareur.army.mil/rmmp/a&epbr.htm> has more information.
5. Request your initial input on monthly strength projections for FY05 by **22 Oct 2004**. Following the analysis of your plan, you will be provided feedback in terms of approval or necessary adjustments.
6. The point of contact for this action is Mr. Helmut Minke; 370-4006, email [minkeh@hq.hqusareur.army.mil](mailto:minkeh@hq.hqusareur.army.mil).

FOR THE DEPUTY CHIEF OF STAFF, G-8:

Encl as

  
JENNIFER A. LASICHAK  
Chief, Manpower Division

AEAGF-C

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DISTRIBUTION:

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